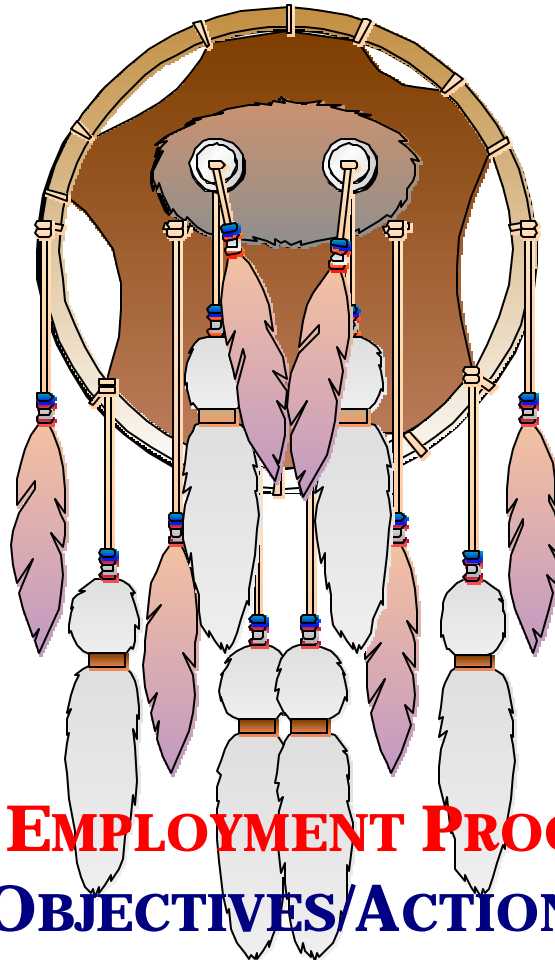




REGION 5

U. S. ENVIRONMENTAL PROTECTION AGENCY

AMERICAN INDIAN PROGRAM



AMERICAN INDIAN EMPLOYMENT PROGRAM MANAGERS'
WORK PLAN OBJECTIVES/ACTION ITEMS FOR
FY2001

FY2001 AMERICAN INDIAN ADVISORY COUNCIL WORK PLAN

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Objectives/Actions Items	Responsible Individual	Month
GPRA Objective 10: Effective Management; Objective 1; Sub-objective 1.2 <i>Insure that the percentage of Native Americans employed by EPA reflects the percentage of Native Americans in the national/regional civilian work force.</i>		
I. Assist EPA Management in Becoming More Aware of Indian Ethnic, Cultural and Employment Issues.		
A. Propose seminars for Assistant Administrators, Regional Administrators, EPA managers and all staff that will increase their awareness and sensitivity to Indian issues. ACTION: Participate in AIEO seminars on "Working effectively with Tribal Government". ACTION: Recommend other seminar topics and sources	AIAC Chair & National AI-SEPM Mgr. Regional AIAC chairs & SEPMs	Ongoing
B. Support the inclusion of an Indian Representative on the National Human Resource Council, Regional Civil Rights Work Groups and Special Emphasis Program Managers Councils to assist in clarifying cultural issues. ACTION: AIAC Chair write memo to Dir. OCR	AIAC Chair; Nat. AI-SEPM Mgr; And HQ OCR.	Ongoing
C. Ensure Senior Management aware of AIAC/Indian issues, including: 1)hiring 2)recruitment 3)retention ACTION: Brief Senior Mgrs.	National AI-SEPM Mgr. and Regional AI-SEPMs	Ongoing
D. Inform EPA management/staff to gain recognition that many of the Indian staff have technical expertise that is suitable for more than working with directly with Tribal Programs. ACTION: draft memo to managers	D. Funches/ Regional SEPMs	Ongoing
E. Support AIEO in implementation of Executive Order for support to Tribal Colleges ACTION: Memo to AIEO to offer assistance	AIAC Chair	Ongoing

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Objectives/Actions Items	Responsible Individual	Month
II. Develop and implement a Retention Plan.		
<p>A. Ensure support for EPA EEO/Affirmative Action goals for American Indians. ACTION: Assist and advise in the implementation of the Regional Diversity Action Plans.</p> <p>ACTION: Update 1995 retention plan</p>	<p>Nat. AI-SEPM Mgr. And Regional SEPMs and AIAC chairs Bob Smith</p>	Ongoing
<p>B. Support the career development of American Indians who aspire to fill decision making positions. ACTION: Monitor Regional Diversity Action Plans (DAPs)</p>	Nat. & Reg. SEPMs	Ongoing
<p>C. Assist career development planning through training, and promotions to achieve retention. ACTION: check implementation of Regional DAPs</p>	Regional SEPMs	Ongoing
III. Develop and Implement a Recruitment Plan.		
<p>A. Develop a recruitment strategy for the Agency. ACTION: Update 1995 Draft Strategy ACTION: Develop recruitment tools (video,brochure,etc)</p>	<p>Bob Smith/Kim Olsen/ Darlene Funches AIAC Chairs</p>	Oct. 00
<p>B. Obtain support and funding for recruitment and outreach activities by AI-SEPMs and AIAC reps. ACTION: Develop AIAC Operating Plan for FY 99/00 ACTION: Participate in National AISES Conf./Job Fair ACTION: Seek funding for ad in Winds of Change ACTION: Obtain copy of Exec. Order for Tribal Colleges</p>	AIAC Chair/Sec.	Ongoing
<p>C. Explore institutionalizing line-item funding of the EPA Tribal Lands Env. Sci. Scholarship Prog. ACTION: Draft Issue Paper to explore funding options ACTION: Review Panel for scholarship Applicants ACTION: Develop questionnaire/database of past scholars</p>	<p>Marlene Regalski Diane Berger Bob Smith Darlene Funches volunteers Bernadette Tsosi</p>	Ongoing

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Objectives/Actions Items	Responsible Individual	Month
D. Promote the establishment of individual agreements between EPA organizations and Indian schools to help further the education of Indian students facilitate recruitment. ACTION: Develop model Memorandum of Understanding	AIAC Kim Olson/ Regional SEPMS	Ongoing
E. Promote COOPs and Internships with EPA Programs, Tribal Coordinators and Tribes. ACTION: Seek management and funding for Internships ACTION: Identify Indian students seeking internships	Alan Moomaw	Ongoing
F. Promote hiring of Indian Outstanding Scholars ACTION: Develop list of outstanding scholars	Eco Rep/D. Funches/ Regional SEPMS	Ongoing
IV. Funding and Support for AIAC Activities, Goals and Action Items		
A. Develop Annual Operating Plan ACTION: draft 00/01 O.P.	D. Funches/SEP Coordinator	July 00
B. Memo to Director of OCR ACTION: Memo to Ann Goode UPDATE: Report to AIAC/SEPMS	AIAC Chair & VC	Nov. 00
C. Determine which EPA Strategic Plan & GPRA measures can be met or coordinated with AIAC Goals. ACTION: review Agency/OCR GPRA goals and measures	National AIAC Mgr	Sep.00
D. Report on AIAC accomplishments & trends todate to Dir. OCR and EPA Mgt. To demonstrate value added to Agency mission and gain further support for AIAC and activities. ACTION: Gather info. And Draft Report	AIAC Officers	Nov. 00